

MET CS 581 Health Information Systems 2026 Summer 2 Online Course Syllabus

Instructor

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Facilitator

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Course Duration

Start: June 30, 2026

End: August 17, 2026

Course Credits

4 credits

Course Description

Health Information Systems (HIS) are comprehensive application systems that automate the activities of healthcare delivery including clinical care using Electronic Health Records (EHRs), coordination of care across providers, telehealth, management of the business of healthcare such as revenue cycle management, and population health management. The course covers the functionality of these systems, the underlying information technology they require, and their successful operation. It addresses challenges in this rapidly changing field such as complex data, security, interoperability, mobile technology, distributed users, and artificial intelligence. The course emphasizes applied use of health information systems through case studies, current articles, and exercises.

Prerequisites: None

Course Learning Objectives

Upon successful completion of this course, you will:

- Learn the functionality of Health Information Systems and Electronic Health Records (HIS/EHRs) through lectures, readings, and hands-on use of an EHR
- Learn the technical infrastructure needed for HIS/EHRs, including virtualization, cloud architecture, and security
- Understand how HIS/EHRs change healthcare delivery workflows and how to manage that change
- Learn best practices for deploying and using HIS/EHRs, including project management, budget management, and system selection
- Learn about governmental regulation of EHRs
- Collect a set of tools to use in HIS/EHR and other enterprise system deployment programs
- Present results of your work in a "real-world" fashion including presentations and written assignments
- Be introduced to the applied, "real-world" deployment of enterprise application systems in general
- Practice independent, analytic thinking about the challenges of deploying HIS/EHRs and how to address them

Course Outline

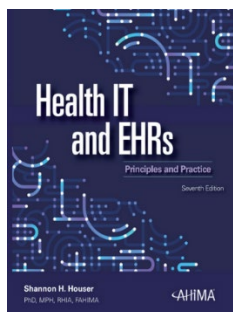
Module	Module Title	Lectures
1	Introduction to HIS and EHRs and Healthcare Workflow and Process Re-engineering	1. Introduction to Health Information Systems (HIS) and Electronic Health Records (EHR) 2. Healthcare Workflow and Business Process Re-Engineering 3. Enterprise Architecture
2	HIS/EHR Clinical Functionality & EHR Regulations	4. HIS/HER Functional Overview and Clinical Functionality 5. Federal Government EHR Regulations & Certification
3	HIS Business Functionality	6. Population Health Functionality 7. Revenue Cycle Management
4	HIS/HER Infrastructure and Security	8. HIS/EHR Technical Infrastructure Design

		9. HIS/EHR Infrastructure Performance 10. HIS/EHR Security and HIPAA
5	Interoperability	11. Interoperability Requirements and Methods 12. Interoperability Standards
6	Deployment	13. HIS/EHR Deployment Project Management 14. HIS/EHR System Selection 15. HIS/EHR Deployment Financials
7	Prepare for and Take the Final Exam	

This outline is detailed in the Study Guide in the Appendix.

Course Materials

Textbook



Houser, S. (2024). Health IT and EHRs: Principles and Practice (7th ed.). AHIMA Press..

Welcome To First Day™ Delivery For Your Course

To enhance your learning experience and simplify access to the right materials for your class, your course materials have been integrated directly into your course.

Benefits of The Program

- Exclusive preferred pricing
- Guaranteed the right materials
- Single Sign-On
- Ready to go on day one
- Course materials charge will be placed on your student account
- Option to Opt-Out on the first day of class.

Accessing Your Materials

To access the required materials for your course, click on *Course Materials (Barnes & Noble)* in the left-hand menu in Blackboard. To navigate back to the course, click on the course title at the top left of your Blackboard screen.

Boston University will bill you at the discounted price as a course charge for this course. Please be advised it is NOT recommended that you Opt-Out, as these materials are required by your professor to complete the course. You can choose to Opt-Out on the first day of class, but you will be responsible for purchasing your course materials at the Opt-Out price.

For more information and FAQs visit Barnes and Noble at Boston University [customer care page](#).

For those who want the textbook in hardcopy, you can purchase it at the [AHIMA Store](#).

Online Materials

The course makes extensive use of online reading material. URLs will be provided for those readings. Since the course covers a very dynamic topic, the professor tries to regularly provide recent readings.

Artificial Intelligence

You may use one or more AI or GenAI tools for this class for all assignments, quizzes, and discussion posts but not the final exam, which is closed book. In all cases where you use AI or GenAI, you are required to include a reflection about the use of AI and an evaluation of its performance. See below for details.

Personal Computer Software

The course uses online materials and software. In addition, quizzes, discussion forums, and the final exam will be completed online using the course Blackboard site (see below) and assignments will be submitted on the course Blackboard site.

Assignments will need to be completed using Microsoft Office tools—Word, Excel, PowerPoint, and optionally Visio or Google tools – Docs, Sheets, Slides, and optionally Drawings. You will also need access to a project management software package. For the latter, you should use either Microsoft Project or the freeware product [GanttProject](#). Here is a [CNET review of GanttProject](#). If you need a cloud-based project management tool, please contact the professor.

BU participates in several programs that make Microsoft software available at reduced cost or even free. Students should look at the [Microsoft Office for Students Distribution](#) page for further information.

Course Outline

The course is fully online and is in the Boston University Blackboard learning management system. It consists of seven modules, the last of which is the final exam. The other six modules consist of: a module overview, two or three online lectures, a discussion question, assignment, quiz, and a module wrap-up. The lectures are then broken down into sections. The details of the course outline and the weekly requirements are in the course Blackboard site.

Course Project

The final assignment is an overview of your implementation of a new electronic health record system at a healthcare practice. The details are online including a case study about the practice. The course project is a presentation that you will submit by Tuesday, August 11 and then present online to your facilitator and/or the professor from Tuesday, August 11 through Saturday, August 15. Additional details on the format and scheduling of project presentations will be provided later in the course.

Final Exam

The Final Exam is a proctored exam available from Wednesday, August 12, 2026, at 6:00 AM ET to Saturday, August 15, 2026, at 11:59 PM ET.

The MET Computer Science department requires that all final exams be administered using an online proctoring service, which you will access via your course in Blackboard. In order to take the exam, you are required to have a working computer, webcam, speakers, and microphone that meet the proctoring service's system requirements. A detailed list of those requirements can be found in the Proctored Exam Information module located on the course home page. Additional information regarding your proctored exam will be forthcoming from the Assessment Administrator.

Course Evaluation

Please complete the course evaluation once you receive an email or Blackboard notification indicating the evaluation is open. Your feedback is important to MET and the professor, as it helps us make improvements to the program and the course for future students.

Course Grading Information

There are multiple graded items (six discussion questions, five assignments, five quizzes, the course term project, and a final exam). Course letter grades are determined in a multi-phase process designed to accurately determine how well each student has demonstrated that they understand and can use the subject matter of the course. The process begins when the professor and facilitator(s) use the weights below to compute the weighted scores based on assignments, the course project, quizzes, discussion questions, and final exam grades. Then the professor in conjunction with the facilitator(s) reviews each student's overall weighted score, scores in each of the areas, the trend of scores in each of these areas, and the student's

participation in Live Classrooms. Based on that review, the professor in conjunction with the facilitator(s) then determines a letter grade for each student. Lastly, the professor finalizes the grades and uploads them to the University Information System, where students can see their grades.

The course uses readings from both the textbook and online sources. When a reading says "Review" you are expected to only review and skim the material, understanding what topics it covers and knowing it is available as a reference. You are NOT expected to read the full site or document in depth.

All students are expected to demonstrate an understanding of the class materials. To obtain an exceptional grade you must exceed expectations in your assignments, quizzes, final exam, discussion questions, and course term project.

The course grade will be computed based on the following:

- Assignments 20%
- Discussion Questions 15%
- Quizzes 20%
- Final Exam 20%
- Course Term Project 25%

Grading Timing

The facilitators and professor strive to release grades for assignments, quizzes, and discussions by the end of the day on the Sunday following when they are due. If we cannot make that timing, most likely because the professor feels more time is needed to fairly grade the submissions, we will notify the class.

Assignments and Course Term Project

The course has five homework assignments plus a course term project. The assignments are available on the course Blackboard site. Please read all of the assignment including the page providing information on the grading criteria. One criterion you can use to help define the expected quality of assignments is to ask whether you would be willing to use your assignment submission in your workplace.

- Each homework assignment and the course term project have a set of "learning topics" with a weighting for each topic. Each topic will be scored based on its weight.
- Assignments should be submitted on time.
- If for any reason you are unable to meet any assignment deadline, contact your facilitator or the professor, preferably in advance.
- There will be a 10% point reduction for each week that assignments are late unless there are approved extenuating circumstances.

- Students receive one "pass" for no deduction for a one-week delay of submission of a homework assignment with approval of their facilitator or the professor.
- Assignments submitted late near the end of the term may not be graded, because the facilitator(s) is/are very busy grading course term projects and the final exam, resulting in a zero score for those assignments.

Feel free to do additional exercises of your own design and submit them to your facilitator or the professor for feedback. If you wish, you can ask your facilitator or professor for additional exercises tailored to your background and educational needs.

If you are stuck and just can't complete part of an assignment, then submit what you can complete asking for help. Your facilitator or the professor may then choose to provide you with guidance in the areas where you are stuck and return the partial assignment to you for further work and resubmission. We will deduct from your score on the resubmission for any portion of the solution that we provided help or because of a resubmission. Your professor authorizes the facilitator(s) to re-grade based on resubmissions. Whether a particular resubmission should be re-graded is up to the judgment of the facilitator(s) or the professor. Resubmissions are intended to help struggling students who are stuck. Resubmissions are not intended for routine use

Quizzes and Final Exam

There are five graded quizzes. Quizzes consist of a combination of multiple-answer, multiple-choice, matching, and short written-answer questions. Quizzes are taken online on your own time using the course Blackboard site. They will be available for approximately one week up to the due date. Students will have one opportunity to take the quiz at a time of their choosing during that week. The results for your quiz will be released as soon as possible with a target, per above, of the following Sunday. When the quiz results are released, you will be able to see the questions and your answers. Since students have a week to take quizzes, they should be completed by the due date. Quizzes may be taken after the results have been released, with the pre-approval of your facilitator or the professor. Scores for quizzes completed late without extenuating circumstances will be penalized ten percent.

As described elsewhere in this syllabus, there will be a proctored Final Exam in the course using a proctor service. Detailed instructions regarding your proctored exam will be forthcoming from the Assessment Administrator. You will have two hours to complete it; there should be plenty of time. The intent of the final exam is to evaluate your mastery of the course material, so that if you learn the course material well, you will do well on the final exam.

The final exam consists of a combination of multiple-answer, multiple-choice, matching, short written-answer, and short essay questions. The format of the questions is the same as those in the quizzes

- Multiple-answer, multiple-choice, and matching questions will be graded based on getting the correct answer. Applicable deductions are taken for wrong answers, but you cannot get a negative score on a question.
- Each question requiring a written answer will have a set of "learning topics" that are being tested for. Each question has a designated number of points. Your clarity of addressing the learning topics will be used to determine the number of points.
- Quizzes should be completed during the week they are available online up to the quiz deadline unless there are approved extenuating circumstances.

Discussion Questions

Fifteen percent of your grade is based on the online class discussion questions. This is an important part of the learning process. Your grade is based on your involvement in the discussions, the quality of your posts, and how well you contribute to your classmates' learning experience and understanding of the material. To create the best discussion, you should do your first post by no later than Noon ET on the Saturday after the discussion question for the week "goes live". Doing your first post sooner is even better since it provides time for others to respond. You should do at least two responses to other students' posts by the Tuesday 6 AM ET deadline. Your posts should not be quick responses, like "I agree", but thoughtful comments that add to the discussion.

Discussion questions will be graded based on the timeliness of your first post, the number of comments you make on others' first or subsequent posts, and the quality of the post.

Original Post			
Timeliness		Quality	
2	By Noon Saturday	3	The student's work is excellent and nearly without defect
1	After Noon Saturday	2	The student's work is good with some minor defects
0	Didn't Do it	1	The student's work has defects or no depth
		0	Didn't Do it
Response to Others' First or Subsequent Posts			
Quantity		Quality	
2	2+	3	The student's work is excellent and nearly without defect
1	1	2	The student's work is good with some minor defects
0	Didn't Do Any	1	The student's work has defects or no depth
		0	Didn't Do Any

Grading Policies

Your assignments, course term project, discussion questions, quizzes, and final exam will be graded and then the weighting for each area will be used to compute a final score. The following table summarizes typical correspondence of percentage grades and letter grades.

Letter Grade	Approximate Percentage Grade Range
A	95–100
A–	90 < 95
B+	85 < 90
B	80 < 85
B–	75 < 80
C+	70 < 75
C	65 < 70
C–	60 < 65
D	55 < 60
F	< 55

Note that C is the lowest grade that satisfies degree requirements in graduate courses and that you need to maintain a grade point average of 3.0 or better to graduate.

The percentage ranges above are approximate. Your letter grade is determined by the facilitator(s) and the professor as the best overall measure of how well you have demonstrated that you understand the material, taking into separate consideration your performance in the quizzes, assignments, course term project, discussion questions, and final exam. Additional grading criteria include any substantial difference in your performance in the course project and the proctored final exam and the general trend of your scores over the term. While there is no fixed absolute number of grades in any one level, it is important to note that high grades reflect an excellence in the understanding of class material and organization of thought. In addition, an important aspect of any class is the shared thoughts and insights of the class members. Grades will also reflect an individual's contributions to the class.

Minimal preparation is reading the material, and being able to summarize what it is about, what the major issues are, and some recommendations.

Superior preparation involves being able to (i) summarize the situation or problem presented by the material; (ii) recommend solutions; (iii) support your recommendation with data, relevant details, and analyses; and (iv) discuss innovative solutions, or why obvious solutions might be discounted.

Off-Syllabus Work—The course topic is part of a very dynamic industry. As such, there is much material that is not covered in the class. Students are encouraged to read and consider related material and issues that are beyond those defined in the syllabus to include in their work.

Timeliness

Because of the fast pace of this course, strict following of assessment and assignment deadlines is crucial. No work will be accepted after the deadlines unless there are approved mitigating circumstances or you were approved to use the one late assignment submission “pass” described elsewhere. In case of an emergency, students should contact their facilitator or the professor if possible BEFORE the deadline and discuss their situation. In the case of serious or emergency situations, or if, for any reason, you are unable to meet any deadline, contact your facilitator or the professor.

Artificial Intelligence including Generative AI

Artificial Intelligence (AI) and machine learning including generative artificial intelligence (GenAI) are widely available and accessible. These technologies are having substantial impact on both academics, the use of HIS/EHRs, and in the professional world generally. In recognition of this increased adoption, this course allows the use of GenAI per the following policies. This specific approval is given to help you to become familiar with AI tools, to increase your AI literacy, and to understand how to use AI in appropriate ways within both academic and professional contexts.

You may use one or more AI or GenAI tools for this class for all assignments, quizzes, and discussion questions but not the final exam. In all cases where you use AI or GenAI, you are required to provide a reflection at the end of the submission that consists of:

Requirement 1 – Citation

You are required to cite your use of GenAI, AI, or similar tools and describe the prompt(s) you used. This is the same as the requirement to cite any use of outside materials.

Requirement 2 – Describe how did AI/GenAI help or not

You are required to do a 2 to 4 bullet summary of how the tool(s) both successfully helped you complete the work and how the tool(s) did not do a good job.

If you do not provide attribution and we find out that you used an AI tool, the following policies will apply:

1. The first time you use AI without attribution, you will receive a warning.
2. The second time you use AI without attribution, you will have your grade on that submission reduced by 10%.
3. The third time you use AI without attribution, you will receive an automatic zero on that submission and the instructors will review whether to proceed under the Boston University Academic Conduct Code.

Note that the quizzes have a time limit, and the professor does not believe that using GenAI will be helpful completing quizzes.

AI and GenAI are becoming valuable tools both professionally and personally. To help students learn more about using these tools, Assignment 4 requires use of GenAI. The details are spelled out in the assignment.

The Final Exam is closed book including not allowing use of the Internet, so you are NOT allowed to use any AI tools for the Final Exam.

GenAI and automated content tools are known to return incomplete, incorrect, and/or biased information, along with fake citations or sources. Therefore, they are not considered a completely reliable resource. It is the student's responsibility to ensure that all information is accurate.

Many GenAI tools, such as ChatGPT, require you provide personal information, such as an email address. Please review the privacy information supplied by the tool so that you are aware of the uses of your information. As your instructors, the facilitators/teaching assistants and I abide by FERPA (Family Educational Rights and Privacy Act) Guidelines and will not create or respond (for example, through feedback or grades) to assignments in any way that will impact the privacy of your student records

Academic Conduct Code

Academic Integrity: Plagiarism is the passing off of another's words or ideas as your own, and it is a serious academic offense. Plagiarism and cheating also defeat the purpose of getting an education. Plagiarism and cheating cases will be handled in accordance with the disciplinary procedures described in the Boston University Academic Conduct Code. You are expected to know and abide by the code, which can be read online: [Academic Conduct Code](#). Penalties range from failing an assignment or course (first offense) to suspension or expulsion from BU. If in doubt, cite your source. If you have any questions about academic integrity, please ask your instructor.

Incidents of academic misconduct will be reported to the Academic Conduct Committee (ACC). The ACC may suspend/expel students found guilty of misconduct.

Disability and Access Services

In accordance with university policy, every effort will be made to accommodate students with respect to speech, hearing, vision, or other disabilities. Any student who may need an accommodation for a documented disability should contact [Disability and Access Services](#) at 617-353-3658 or at access@bu.edu for review and approval of accommodation requests.

Once a student receives their accommodation letter, they must send it to their instructor each term. They must also send a copy to their Faculty & Student Support Administrator,

who may need to update the course settings to ensure accommodation is in place. Accommodation cannot be implemented if the students do not send their letters.

Important Message on Final Exams

Dear Boston University Computer Science Online Student,

As part of our ongoing efforts to maintain the high academic standard of all Boston University programs, including our online MSCIS degree program, the Computer Science Department at Boston University's Metropolitan College requires that each of the online courses includes a proctored final examination.

By requiring proctored finals, we are ensuring the excellence and fairness of our program. The final exam is administered online.

Specific information regarding final-exam scheduling will be provided approximately two weeks into the course. This early notification is being given so that you will have enough time to plan for where you will take the final exam.

I know that you recognize the value of your Boston University degree and that you will support the efforts of the University to maintain the highest standards in our online degree program.

Thank you very much for your support with this important issue.

Regards,

Professor Lou Chitkushev, Ph.D.
Associate Dean for Academic Affairs
Boston University Metropolitan College

Appendix – Study Guide

Module 1 Study Guide and Deliverables (June 30 – July 6)

Readings:

Required Textbook:

Houser, S. (2024). Health IT and EHRs: Principles and Practice (7th ed.). AHIMA Press.

- Chapters 1 and 5

Other Readings

- [Updated HIMSS Davies Award Winner Virginia Women's Health Center Application](#)
(will be posted in the Slides and Materials discussion forum)
- Review - [ONC Workflow Tools](#)
- Review - [AHRQ Toolkit on Workflow Assessment and Re-design](#)
- Optional – [More Detail on Business Process Re-engineering](#)
- Recent article – will be posted in the Live Classroom Slides and Materials discussion forum

Discussions:

For grading consideration, all posts to this discussion topic must be made prior to **Tuesday, July 7** at 6:00 AM ET. Any posts after this date/time will not be included in the grading process.

Assignments:

- Assignment 1 due **Tuesday, July 7** at 6:00 AM ET

Assessments:

- Quiz 1 due **Tuesday, July 7** at 6:00 AM ET

Live Classrooms:

- **Tuesday, June 30** at 8:00 PM ET
- **Thursday, July 2** at 8:00 PM ET
- Facilitator Live Office: **Wednesday, July 1** at 8:00 PM ET

Module 2 Study Guide and Deliverables (July 7 – July 13)

Readings:

Required Text

Houser, S. (2024). Health IT and EHRs: Principles and Practice (7th ed.). AHIMA Press.

- Chapter 12 pages 454-498. Optionally pages 441-498

Other Readings

- Review [Promoting Interoperability component of MIPS](#)
- Review [Overview of Quality Payment Program \(QPP\)](#)
- Recent article – will be posted in the Live Classroom Slides and Materials discussion forum

Discussions:

For grading consideration, all posts to this discussion topic must be made prior to **Tuesday, July 14** at 6:00 AM ET. Any posts after this date/time will not be included in the grading process.

Assignments:

- Assignment 2 due **Tuesday, July 14** at 6:00 AM ET

Assessments:

- Quiz 2 due **Tuesday, July 14** at 6:00 AM ET

Live Classrooms:

- **Tuesday, July 7** at 8:00 PM ET
- **Wednesday, July 8** at 8:00 PM ET (Note this is a change from the normal schedule)
- Facilitator Live Office: **Wednesday, July 8** at Immediately Following Live Classroom so about 9:00 PM ET

Module 3 Study Guide and Deliverables (July 14 – July 20)

Readings:

- [Revenue Cycle Management Overview](#)
- Review [ASTP/ONC Playbook on Population Health](#)
- Recent article – will be posted in the Live Classroom Slides and Materials discussion forum

Discussions:

For grading consideration, all posts to this discussion topic must be made prior to **Tuesday, July 21** at 6:00 AM ET. Any posts after this date/time will not be included in the grading process.

Assignments:

- Assignment 3 due **Tuesday, July 21** at 6:00 AM ET

Assessments:

- Quiz 3 due **Tuesday, July 21** at 6:00 AM ET

Live Classrooms:

- **Tuesday, July 14** at 8:00 PM ET
- **Thursday, July 16** at 8:00 PM ET
- Facilitator Live Office: **Wednesday, July 15** at 8:00 PM ET

Module 4 Study Guide and Deliverables (July 21 – July 27)

Readings:

Required Textbook

Houser, S. (2024). Health IT and EHRs: Principles and Practice (7th ed.). AHIMA Press.

- Chapter 9
- Optional: If you do not have a technical background or if you want a refresher on technology, review Chapter 11

Other Readings

- [CIO Magazine Article on Beth Israel Network Outage](#)
- Review [CIO Magazine Tutorial on Service Level Agreements](#)
- Optional: [VMWare on Healthcare](#)
- Recent article – will be posted in the Live Classroom Slides and Materials discussion forum

Discussions:

For grading consideration, all posts to this discussion topic must be made prior to **Tuesday, July 28** at 6:00 AM ET. Any posts after this date/time will not be included in the grading process.

Assignments:

- Assignment 4 due **Tuesday, July 28** at 6:00 AM ET

Assessments:

- Quiz 4 due **Tuesday, July 28** at 6:00 AM ET

Live Classrooms:

- **Tuesday, July 21** at 8:00 PM ET
- **Thursday, July 23** at 8:00 PM ET
- Facilitator Live Office: **Wednesday, July 22** at 8:00 PM ET

To facilitate class discussions in the Live Classrooms, all participating students are required to have a headset or a microphone and earbuds or speakers so they can best participate verbally. Use of a webcam is encouraged but not required.

Module 5 Study Guide and Deliverables (July 28 – August 3)

Readings:

Required Textbook

Houser, S. (2024). Health IT and EHRs: Principles and Practice (7th ed.). AHIMA Press.

- Chapter 13
- Chapter 10 (pages 346-366)

Other Readings

- Review: [HIMSS National Capital Area Chapter Interoperability Overview](#)
- Recent article – will be posted in the Live Classroom Slides and Materials discussion forum

Discussions:

For grading consideration, all posts to this discussion topic must be made prior to **Tuesday, August 4** at 6:00 AM ET. Any posts after this date/time will not be included in the grading process.

Assignments:

- Assignment 5 due **Tuesday, August 4** at 6:00 AM ET

Assessments:

- Quiz 5 due **Tuesday, August 4** at 6:00 AM ET

Live Classrooms:

- **Tuesday, July 28** at 8:00 PM ET
- **Thursday, July 30** at 8:00 PM ET
- Facilitator Session: **Wednesday, July 29** at 8:00 PM ET

Module 6 Study Guide and Deliverables (August 4 – August 10)

Readings:

Required Textbook

Houser, S. (2024). Health IT and EHRs: Principles and Practice (7th ed.). AHIMA Press.

- Chapter 4
- Chapter 6 (pages 206-234)
- Chapter 8

Other Readings

- Review [Office of the National Coordinator \(ONC\) EHR Implementation Playbook](#)
- Review [John Halamka Beth Israel Deaconess Medical Center Operating Budget](#)
- Recent article – will be posted in the Live Classroom Slides and Materials discussion forum

Discussions:

For grading consideration, all posts to this discussion topic must be made prior to **Tuesday, August 11** at 6:00 AM ET. Any posts after this date/time will not be included in the grading process.

Assignments:

- The **Course Project** is due **Tuesday, August 11** at 6:00 AM ET.

The course project is a presentation. Students are asked to submit their presentation by the due date and to present it online to their facilitator and/or the instructor between **Tuesday, August 11 and Saturday, August 15**. The professor and facilitator(s) will provide details on how and when the online presentations will occur. If you expect any schedule difficulties giving your presentation, please contact your facilitator as soon as possible.

Assessments:

- No Quiz this week.

Live Classrooms:

- **Tuesday, August 4** at 8:00 PM ET
- **Thursday, August 6** at 8:00 PM ET
- Facilitator Session: **Wednesday, August 5** at 8:00 PM ET
- **Monday, August 9** at 8:00 PM ET – Course Review. Note this is a change from the normal schedule to help students prepare for the Final Exam.

Course Evaluation

Please complete the [course evaluation](#) once you receive an email or Blackboard notification indicating the evaluation is open. Your feedback is important to MET and the professor, as it helps us make improvements to the program and the course for future students.

Final Exam

The Final Exam is a proctored exam available from **Wednesday, August 12 at 6:00 AM ET to Saturday, August 15 at 11:59 PM ET.**

The Computer Science department requires that all final exams be administered using an online proctoring service, which you will access via your course in Blackboard. In order to take the exam, you are required to have a working computer, webcam, speakers, and microphone that meet the proctoring service's system requirements. A detailed list of those requirements can be found in the Proctored Exam Information module located on the course home page. Additional information regarding your proctored exam will be forthcoming from the Assessment Administrator. You will be responsible for scheduling your proctored exam session within the defined exam window.